

**OFFICE OF THE PRINCIPAL, NIMAPARA AUTONOMOUS
COLLEGE, NIMAPARA, DISTRICT-PURI, ODISHA**

No: 326/26

Date :16/04/2026

TENDER CALL NOTICE

Sealed quotations are hereby invited from registered firms/authorized dealers having valid GSTIN, PAN, and Income Tax clearance for the supply and installation of the following items for Nimapara Autonomous College. The detailed technical specifications, terms, and conditions are available on the college website: www.nimaparacollege.ac.in. Quotations should be submitted to the office of the undersigned on or before 23rd April, 2026, via Registered Post, Speed Post, or by hand. The undersigned reserves the right to reject or cancel any or all quotations without assigning any reason thereof.

LIST OF ITEMS REQUIRED

Sl. No.	Item Description	Quantity	Specification
1	15 (or above min 12 th gen) All in one Desktop	10 Nos.	As per Annexure I
2	UPS	10 Nos.	As per Annexure I
3	Multi -function Printer	01 No	As per Annexure I

Principal
Principal
Nimapara Autonomous College,
Nimapara
Nimapara, Puri

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SCHEDULE OF TENDER

Particulars	Details
Tender Number	26132902-NAC-001/26 26132902-NAC-002/26 26132902-NAC-003/26
Date of Issue of Tender Document	16/04/2026
Name & Address of the Tender Issuer	Principal , Nimapara Autonomous College, At/PO – Nimapara,, District – Puri, Odisha, PIN – 752106
Scope of Work	As per Annexure I
Quantity to be Supplied	As per Annexure I
Method of Selection	Least Cost Selection Method (LCS)
Pre-Proposal Meeting	18/04/2026
Last Date & Time for Submission of Bids	23/04/2026
Date & Time of Opening of Technical Bids	24/04/2026 at 10:00 A.M.
Date & Time of Financial Bid Opening	27/04/2026 at 10:00 A.M.
Earnest Money Deposit (EMD)	Rs. 22,500.00 (3% of the total supply order value)
Performance Bank Guarantee (PBG)	5% of the Bid Value
Address for Submission / Opening of Bids	Nimapara Autonomous College, At/PO – Nimapara, District – Puri, Odisha, PIN – 752106
Cost / Fee of Tender Document	₹500/- (Rupees Five Hundred only) Non-Refundable In the form of Demand Draft drawn in favour of <i>Principal, Nimapara Autonomous College</i> , payable at <i>Nimapara</i>

ELIGIBILITY CRITERIA

Bidders interested in participating in the above-mentioned work must fulfil the following eligibility conditions. Supporting documents should be enclosed in the Technical Bid as specified:

1. GST Registration

The bidder must be registered under the Goods and Services Tax (GST) Act. A copy of the valid GST registration certificate must be submitted.

2. Financial Turnover

The bidder must have an average annual turnover of not less than ₹20,00,000 during the last three financial years, i.e, 2023-24, 2024-25 and 2025-26.

The bidder must submit:

- Audited balance sheets for the aforementioned years, certified by a Chartered Accountant.
- Acknowledgement copies of Income Tax Returns for the same period.

3. PAN Card

The bidder must possess a valid Permanent Account Number (PAN). A copy of the PAN card must be enclosed.

4. Blacklisting Declaration

The bidder must not have been blacklisted or debarred by any State Government, Central Government, or Public Sector Undertaking (PSU) in India.

A self-declaration to this effect, as per *Annexure IV*, must be submitted.

5. Experience in Similar Work

Bidders must possess a minimum of three years of relevant experience.

BID SUBMISSION INSTRUCTIONS

1. Submission Format:

Bidders must submit their bids in **three separate sealed envelopes** enclosed within **one large outer envelope**. The three parts are

- **Envelope 1: Earnest Money Deposit (EMD) and other related fees**
- **Envelope 2: Technical Bid**
- **Envelope 3: Financial Bid**

Each envelope must be clearly labelled as **"EMD and Tender Fee"**, **"Technical Bid"**, and **"Financial Bid"** respectively.

2. Earnest Money Deposit (EMD):

- Bidders must submit the EMD in the form of a **Demand Draft** drawn in favour of:
"Principal, Nimapara Autonomous College payable at Nimapara"
- Bidders registered under **MSME** are **exempted** from submitting EMD upon submission of valid registration proof.
- The EMD envelope must be clearly marked **"EMD"** and sealed.
- **Important Conditions:**
 - ❖ EMD will **not accrue interest**.
 - ❖ EMD of unsuccessful bidders will be refunded **after the work order is accepted** by the successful bidder.
 - ❖ EMD of the successful bidder will be **refunded or adjusted** against the performance security.
 - ❖ **Bids without EMD** (unless exempted) will be **summarily rejected**.

3. Technical Bid:

The **Technical Bid** must be sealed in a separate envelope marked **"Technical Bid"** and must include:

- Compliance with the **technical specifications** provided in **Annexure I**.

GENERAL TERMS AND CONDITIONS OF THE BID

Note: Bidders are required to read the following terms and conditions carefully and comply with them strictly while submitting their bids.

1. Submission Method:

- The bid must be prepared and submitted in a **sealed envelope**, addressed to:
 "Principal, Nimapara Autonomous College payable at Nimapara"
- Submission must be made **only via Speed Post/Registered Post** or by **Hand**.
- Each envelope must clearly bear:
 - The **bidder's name**
 - The **tender number**
- The College shall not be liable for **postal delays**.

2. Notifications and Amendments:

- Bidders must **regularly check** for updates, clarifications, or amendments at:
 nimaparacollege.ac.in
- No individual or press notification shall be issued.

3. Price Disclosure:

- **Price details must not appear in the Technical Bid.**
- Prices must be quoted **only in the Financial Bid** (Annexure III).
- **Disclosure of price in the Technical Bid will result in rejection.**

4. Inspection and Acceptance:

- The College reserves the right to inspect the items at the time of delivery.
- Any items found defective or not in conformity with the required specifications will be rejected at the supplier's risk and cost.
- Replacement must be made within 7 days.

5. Bid Opening:

- **Technical Bid Opening:** 24.04.2026 at 10:00 A.M.
 - **Financial Bid Opening:** 27.04.2026 at 10:00 A.M.
 - Openings will be conducted in the presence of the Tender Committee and attending bidders' representatives.
No separate intimation will be issued.
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6. Evaluation Process:

- Technical proposals will be evaluated based on:
 - Eligibility criteria compliance.
 - Adherence to technical specifications.
 - Fulfilment of all tender conditions.
 - **Only technically qualified bidders** will have their Financial Bids opened.
 - The Committee reserves the right to **accept or reject any or all bids without assigning any reason.**
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7. Award of Contract:

- The contract shall be awarded to the bidder with the **lowest evaluated total price** as per Annexure III.
 - In case of a tie, preference will be given to the bidder with the **highest turnover over the last three financial years.**
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8. Performance Security:

- Selected bidder must furnish a **Performance Security** equal to **5% of the bid value**, in the form of:
 - Demand Draft
 - Fixed Deposit Receipt
 - Bank Guarantee (from a commercial bank)
- This must be submitted **within 15 working days** of the award notice.

9. Warranty:

- All systems supplied must be **brand new** and confirm to the specified configuration.
 - The entire system, including accessories, must carry a **minimum warranty period** as per annexure 1.
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10. Bid Format Compliance:

- Bids **not submitted in the prescribed format** or manner are liable to be rejected at the bidder's own risk.
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11. Accuracy of Information:

- All submitted information must be **true, clear, complete, legible, and unambiguous.**
 - **Abbreviations should be avoided.**
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12. Financial Bid Format:

- Total figures must be written in **figures followed by words** in the Financial Bid.
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13. Signing and Pagination:

- Every page of the bid document must be **signed and sealed** by the bidder.
 - Pages must be **serially numbered** and **page-marked**.
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14. Bid Withdrawal:

- Submitted bids **cannot be withdrawn.**
 - Only **one authorized representative** per bidder may attend the bid opening.
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15. Right to Accept or Reject:

- The Tendering Authority reserves the **unrestricted right** to:
 - Accept or reject any bid
 - Cancel the entire process at any stage

- Without assigning reasons or incurring any liability to bidders.
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16. Transit Risk:

- All transit risks and insurance are the **sole responsibility of the supplier.**
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17. Price and Taxation:

- The prices quoted in the Financial Bid must be inclusive of GST and all applicable taxes, duties, levies, and charges.
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18. Governing Rules:

- Any issues not addressed herein shall be governed by the **Rules of the Government of Odisha.**
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19. Performance Review:

- If the work is deemed unsatisfactory or if the contract is dishonoured:
 - **Performance Security may be forfeited**
 - The decision of the Tender Committee will be **final and binding.**
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20. Communication:

- All formal communications must be made in writing to:
"Principal, Nimapara Autonomous College"
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21. Payment Terms:

- Payment shall be made **after** invoice submission, subject to fulfilment of all terms and conditions
 - Invoice must be raised in favour of:
"Principal, Nimapara Autonomous College"
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22. Completion Timeline:

- The entire supply and installation must be **completed within 15 days** from the date of the **Work Order**.
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23. Make & Model Declaration:

- The bidder must clearly mention the Make, Model Number, and Part Number of the computer system being offered.
 - Assembled or locally assembled systems will not be considered and will lead to disqualification of the bid.
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ANNEXURE 1 – SPECIFICATION OF ITEMS TO BE SUPPLIED AND INSTALLED

2. AIO Intel i5

Motherboard	
Chipset Series	Intel Q series
Chipset Number	Intel Q670
Expansion Slot(Mdot 2)	2 OR higher
Processor	
Processor Make	Intel
Processor Generation	14
No Of Cores per processor	10 or higher
Processor Base frequency (GHZ)	2.5 or higher
Processor Description	Intel Core i5
Processor Number	Intel Core i5-14500
Out of band management	NA
Cache (MB)	24
Graphics	
Graphics Type	Integrated
Graphics Card description	UHD Graphics
Size of memory in case of dedicated Graphics card(GB)	0
Size of VRAM in case of integrated graphics(MB)	0
Operating System	
Operating System(Factory Pre loaded)	Window 11 Professional
Recovery Image Media	CD from the OEM /Stored in partition of Hard disk /USB Drive from the OEM /On Line Cloud
OS Certification	Windows
Memory	
Type of RAM	DDR5
Ram Size (GB)	16
RAM speed(MHZ)	4800
Total no of DIMM Slots Available	4
No of Dimm Slots populated	2
RAM Expandability	64
Storage	
Types of Drives used to populate the internal Bays	SSD
Number of internal Bays Populated with HDD	0
Capacity of Each HDD	NA
Total HDD Capacity(GB)	0
No of internal Bays populated with SSD	1
Capacity of each SSD (GB)	512
Total SSD Capacity (GB)	512
Optane Memory	0
Display	
Display Size	23.8
Display Type	Non Touch

Panel Technology	IPS/TN/VA
Display Resolution	1920*1080
Availability of Web Cam integrated with display	yes
If yes , Resolution of Web Cam	FHD
Availability of Speakers integrated with display	yes
if Yes , speakers available	2
Connectivity	
Wireless connectivity	Yes
If Yes, Types of wireless connectivity wifi	6
No of ethernet ports	1
Types of Ethernet Ports	10/100/1000 on board integrated gigabit ports
Bluetooth Connectivity	yes
If Yes , Version of Bluetooth Available	Bluetooth version 5.3
Ports	
No of USB Version 2 Points 0 ports 0	0
No of USB Version 3 point 2 , Gen 1 Ports	2 or higher
No of USB Version 3 point 2 , Gen 2 ports	3 or higher
No of USB Type C ports	1 or higher
No of serial Ports	0
No of VGA ports	0
No of HDMI Ports	1
No of DP ports	1
Generic	
Optical Drive	NA
Audio In	YES
Audio Out	YES
Headphone out	YES
Microphone in	Yes , Dual - Array
Stand	Height adjustable
Power	
Power supply	Internal(without any adapter)
Power supply capacity (watt)	150 or higher
Minimum power efficiency	85 -90
Certification	
BIS Registratios	Yes
ROHS Compliance	yes
BEE/ Energy Star for given model	yes
Other certification	TCO , UL, FCC, CE, ISO 9001, 14001, 27001/20001
Mouse connectivity	wired
Type of mouse	optical scroll
Keyboard Connectivity	wired
Type of Keyboard	standard
Operating Conditions	
Minimum Operating Temperature	5 degree celsius
Maximum Operating Temperature	35 degree celcius
Minimum Operating Humidity	5
Maximum Operating Humidity	90
Warranty	
Onsite oem warranty	5
OS certification	Windows & UBUNTU/Redhat/Suse/Linux

UPS

600 VA UPS		
S/N	Parameter	600 VA UPS Minimum Specifications
1	Capacity	600 VA or more Line Interactive
2	Technology	Automatic Voltage Regulation
3	Input Frequency Range	50 Hz +/- 5%
4	Output Frequency Range	50 Hz +/- 5%
5	Input Voltage	160 V - 280 V, Single phase AC
6	Output Voltage	180VAC - 250 VAC +/- 10%
7	Voltage Regulation	+/- 10% (or better)
8	Output Waveform	Modified Sine Wave
9	Output Power Factor	0.6 or more
10	Battery type	SMF-VRLA built-in. Minimum Vah should be 84 Vah
11	Battery make	Exide/Quanta/Uplus/NED/Panasonic /Yuasa/Rocket (Battery
12	Battery Backup	Minimum backup of 15 Minutes
13	Operating Temperature	0 to 40 Degree Celsius
14	Alarms & Indications	All necessary alarms & indications essential for performance monitoring of UPS like mains presence or fail, UPS mode, low battery, overload - If input voltage goes outside the range 160V-280V, the system shall switch over to UPS mode. Over Voltage, short circuit and overload at UPS output terminal, no load shut down. Under voltage at battery terminal, Battery over charge
15	Protections	It should protect from input voltage variation
16	Certifications	BIS certified at the time of bidding

17	Warranty of UPS and Battery	The UPS warranty must be 3 years, during the contract bidder has to ensure the battery life to provide required backup time & during the contract period as when required bidder has to replace the batteries without additional cost to the tenderer. Batteries support must be up to 3-years
18	Certifications	BIS, ISO 9001:2015, ISO 14001:2015, ISO 45001:2018, ISO 20000-1:2011, ISO 27001:2013, ISO 50001:2018
Revised specification of Hardware and Microsoft Office with ATC		
19	Web Support	It is mandatory to provide online centralized call tracking system Like OVSD (Open view Service Desk) for monitoring of logged calls viewing through web / windows based access for at least 2 officials.

Parameter	Specifications
Description of Item	Multifunction Machine Printer with Minimum 1 Year On Site Warranty, Including Cartridge and Power Cord/Adapter
Print Technology	Inkjet
Type of Printing	Colour
Paper Size	A4, A3 and Legal
Minimum Print Speed per minute as per ISO/IEC 24734 in A4 (Size-Mono) (PPM)	21 to 25
Minimum Print Speed per minute as per ISO/IEC 24734 in A4 (Size-Colour) (PPM)	21 to 25
Minimum Speed per minute as per ISO/IEC 24734 in A3 (Size-Mono) (PPM)	11 to 15
Minimum Speed per minute as per ISO/IEC 24734 in A3 (Size-Colour) (PPM)	11 to 15
Auto Duplexing Printing (using 12-sided Feature)	Yes
Original Document Feeder Type (For Scanning and Copying)	Reverse Duplex Automatic Document Feeders (RADF/DADF)
Number of Main Paper Trays	2
Connectivity	USB Port, Ethernet Port, Wi-Fi

ANNEXURE II: DETAILS OF THE TENDERER

Sl. No.	Particulars	Details to be Filled by the Tenderer
1	Name of the Firm/Agency/Company	
2	Registered Office Address & Postal Address	
3	Telephone Number & E-Mail ID	
4	Name of Authorized Signatory (in block letters) with Contact No.	
5	Type of Firm (Proprietary/Partnership/Pvt. Ltd./Public Ltd.)	
6	Date of Establishment and Total Business Experience (in years)	
7	ISO Certification	
8	GST Registration Number	
9	MSME Registration certificate (if any)	
10	PAN Number	
11	Details of Earnest Money Deposit and Tender fee: Draft No., Date, Bank Name	
12	Yearly Turnover (Attach audited balance sheets for each year)	2023-24 2024-25 2025-26
13	Bid specific Authorization Required from The OEM (Quoted Brand).	

ANNEXURE – III
PRICE SCHEDULE

To,
The Principal
Nimapara Autonomous College
Nimapara, Puri, Pin-752106

Ref: Bid No. _____ Dated: _____

Subject: Submission of Financial Bid

Sir,

I/We, _____, hereby offer to supply the following items at the below mentioned prices.

Sl. No.	Description	Make and Model	Quantity (in Nos.)	Unit Price (INR)	Tax Amount	Total Amount (INR)
1	Desktop		12			
	Total Amount (Inclusive of GST and All Taxes)					₹

Note: No additional charges will be entertained. It is hereby certified that we have read and understood the **General Terms and Conditions** of the bid. We agree to supply the items strictly in accordance with the specifications and terms laid out in the tender document.

Date: _____

Place: _____

(Signature and Seal of the Bidder)

ANNEXURE – IV
SELF DECLARATION FOR NOT BLACKLISTED

To,

The Principal

Nimapara Autonomous College

Nimapara, Puri, Pin-752106

Ref: Tender No. _____ Dated: _____

Sub: Self Declaration – Not Blacklisted

Madam/Sir,

I / We, _____, hereby confirm that our
firm/organization has **not been banned or blacklisted** by any:

- Government Organization
- Financial Institution
- Court of Law
- Public Sector Undertaking (PSU)
- Central or State Government Department

for any reason whatsoever as on the date of submission of this bid.

This declaration is made in good faith and with full knowledge of applicable laws.

Date: _____

Place: _____

(Signature and Seal of the Bidder)

Name: _____

Designation: _____